

OFFICE OF ECONOMIC OPPORTUNITY

**FY 2005 APPLICATION FOR FUNDING
(July 1, 2005 - June 30, 2006)**

**Weatherization Assistance Program
Heating and Air Repair and Replacement Program**

**North Carolina Department of Health and Human Services
Office of Economic Opportunity
2013 Mail Service Center
Raleigh, North Carolina 27699-2013
Telephone: (919) 715-5850
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Website: <http://www.dhhs.state.nc.us/oeo>**

SECTION I. IDENTIFICATION

Agency Name:

Mailing Address:

Street Address (if different from above):

Agency Email Address:

Agency Website:

Telephone Number:

Fax Number:

Board Chairperson:

Executive Director:

SECTION II. CERTIFICATION

THIS IS TO CERTIFY THAT TO THE BEST OF MY KNOWLEDGE,
THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE
AND CORRECT AND RECEIVED APPROVAL FOR SUBMISSION BY
THE BOARD OF DIRECTORS OR DULY AUTHORIZED BODY.

Typed Name of Board Chairperson

Signature of Board Chairperson

Date of Certification

SECTION III. PROGRAM NARRATIVE

Needs Assessment, Resource Analysis and Service Plan

1. Indicate the need for weatherization services in the area (s) served by your agency by completing the chart below.

County	Number in Poverty	% Poverty	# Substandard Housing Units	% Substandard Housing

Source of statistics:

2. Describe the characteristics of the households served in your agency's Weatherization and HARRP during the period July 1, 2003 through June 30, 2004.

Gender of Head of Household		
Male	Female	Total

Race of Head of Household	
White	
Black	
Hispanic	
Native American	
Asian	
Other	
Total	

PROGRAM NARRATIVE (Cont.)

Age of Head of Household	
17 and under	
18 - 59	
60 and older	
Total	

Annual Household Income	
0 to 75% poverty	
76 to 100 % of poverty	
101 to 125 % of poverty	
126 to 150% of poverty	
Over 150% of poverty	
Total	

Family Type	
Single Parent (Female)	
Single Parent (Male)	
Two-Parent Household	
Single Person	
Two Adults (No Children)	
Other	
Total	

Family Size	
One	
Two	
Three	
Four	
Five or more	
Total	

PROGRAM NARRATIVE (Cont.)

Other	
Own	
Rent	
SSI	
TANF	
Food Stamp Recipient	
Medicaid Recipient	

Household Energy Burden (annual energy expenditures)	
Below 10% of annual income	
10 to 14% of annual income	
15 to 21% of annual income	
22 to 29% of annual income	
30% and above of annual income	
Total	

3. Complete the chart below regarding agency accomplishments in your Weatherization and HARRP for the period July 1, 2003 through June 30, 2004.

Weatherization				
Type unit	# Units	Avg. Materials costs/unit	Avg. Program Operations costs/unit	Total costs/unit
Site-built single family				
Site Built multi-family				
Mobile Home				
Overall Total				

PROGRAM NARRATIVE (Cont.)

HARRP				
Type unit	# Units	Avg. Materials costs/unit	Avg. Program Operations costs/unit	Total costs/unit
Site-built single family				
Mobile Home				
Overall Total				

4. Provide in the chart below the number of units weatherized by your agency during the period July 1, 2003 through June 30, 2004 that received each of the weatherization measures identified. Specify agency weatherization measures that were routinely installed but were not listed under the Other category.

Weatherization Measure	# Site Built	# Mobile Home	Total # Units
Air sealing (foam, mastic, caulk, etc.)			
Attic insulation			
Side wall insulation			
Floor insulation			
Seal & insulate ducts			
Cool coat/seal roofs			
Window replacement			
Door replacement			
General heat waste measures (caulking, weather stripping, water heater and pipe wrap, door sweeps, replace missing/cracked glass, etc.)			
Other:			
Other:			
Other:			

PROGRAM NARRATIVE (Cont.)

5. Indicate the number of households that were on the agency's prioritized Weatherization and HARRP waiting lists in each county served on December 31, 2004.

County	Weatherization	HARRP
Total		

Describe how the waiting lists are prepared and how priority rankings are made, how often the waiting lists are updated and the average wait time before services are rendered.

6. Describe the agency's policy that allows services to be rendered to an applicant without being placed on the prioritized waiting list.

Weatherization:

HARRP:

PROGRAM NARRATIVE (Cont.)

7. Attach a copy of your agency's denial of service notification to ineligible households and the agency's appeals procedure.
8. Describe how your agency coordinates with the following agencies to recruit priority populations for Weatherization and HARRP.

County Dept. (s) of Social Services (identify any direct LIHEAP relationships):

Aging Agencies:

Vocational Rehabilitation Services:

Identify other strategies used by the agency to recruit the elderly, disabled persons, families with children, families with a high energy burden and high energy users.

PROGRAM NARRATIVE (Cont.)

9. Identify additional resources to be mobilized or leveraged by your agency to assist in implementing the FY 2005 Weatherization and HARRP (agencies, programs and resources along with total value of expected contributions).

Level of Leveraged Resource	Agency/Program/Group Name	Type (labor, material, cash, volunteers, etc.)	Value (\$)
Federal/State			
Federal/State			
Federal/State			
Federal/State			
Local			
Local			
Local			
Landlord Contributions			
Other			
Other			

10. Provide in the chart below the agency position (s) responsible for performing the key responsibilities of your agency's weatherization program.

Key Responsibility	Agency Position Title
Promotion/recruitment	
Application/Intake	
Income verification/proof of ownership/energy bill review	
Initial inspection/initial blower door test	
Information entered into NEAT/MHEA	
Job write-up/tenant & landlord documents signed	
Energy education	
Order materials/schedule work	
Energy efficiency measures installed	
Final inspection/blower door/client approval	
OEO reports completed	

PROGRAM NARRATIVE (Cont.)

11. Attach a copy of your energy education packet containing documents that are routinely distributed to households receiving Weatherization/HARRP services.

12. Describe the local training and technical assistance activities to be provided by your agency for staff and subcontractors, if applicable, utilizing Weatherization Training and Technical Assistance funds received during FY 2005 (identify tentative dates, topics, trainers and costs).